

WEST DOWN PARISH COUNCIL

Email: - clerk@westdownparishcouncil.org.uk

To: Cllrs M Reeves (Chair), S Ayre (Vice-Chair), R Kenshole, T Verney, H Knight, S Whitby,
I Lavender and S Tanton.

You are hereby summoned to attend the Council Meeting of West Down Parish Council which will be held on **Wednesday 1st October 2025 at 7 pm** at the Parish Hall, West Down

AGENDA

1. **Apologies:** To receive apologies and reasons for absence.
2. **Declarations of Interest:** To receive declarations of personal interest and disclosable pecuniary interests.
3. **Participation:** Members of the public are invited to make representations for a maximum of 2 minutes.
4. **Minutes:** To approve and sign the Minutes of the West Down Parish Council Meeting dated the 3rd September 2025.
5. **Matters Arising:** To discuss matters arising from the Parish Council meeting held on 3rd September 2025.
6. **Police Report:** To receive Police information including the monthly crime figures.
7. **Report from the County Councillor:** To receive a report from C Cllr A Davis.
8. **Report from the District Councillor:** To receive a report from ND Cllr M Wilkinson.
9. **Reactive Speed Sign:** To receive an update on installation of the poles and any further responses from Highways regarding utility services beneath the chosen site outside Dean View on Ilfracombe Road. To discuss neighbourhood communication plan.
10. **Planning Decisions:** To receive any planning decisions from NDC.

Approved

80555 proposed equestrian sand school & septic tank at Land Adj B3343, West Down EX34 8NY

11. Planning Applications to consider:

a) 80784 Commercial Point Ilfracombe Devon EX34 8FH

Variation of condition 2 (Approved plans) 4 (Use class), 6 (Parking Provision), 7 (Landscaping), & 8 (bird Box) attached to planning permission 79400 (Erection of two buildings to create 7 Industrial units & associated parking) to allow for amended plans and additional B1 use

b) To comment on any planning applications received after the Agenda was published.

12. Footpaths:

- a) Review Grass Cutting & Bus Shelter cleaning Schedule and contract terms for 2026 in readiness to request quotations.
- b) Update on both new and outstanding P3 grant claims.
- c) Any other footpath matters. (Including National Grid/Hi-Line Tree work in Garden Lane.)

13. Road Warden Scheme: To discuss the next steps, including Road Warden and Volunteer Highway Safety Awareness Training.

14. Review of Quotation and Tender Policy

15. S106 Expression of Interest update.

16. Bus shelter: Foxhunters (wooden) Replacement update/ Painting the 3 other bus shelters.

17. Car Park : To receive an update on the Village Car Park weed control.

18. Internal Quarterly Audit arrangements.

19. External Audit - details of final report.

20. Insurance: To receive an update on the Insurance.

- a) Update on notifying insurers of additional items for cover, particularly the car park.

21. Purchase of Poppy Wreath & order Salt supplies - updates.

22. Finances:

- a) To receive the balance in the bank accounts.
- b) To receive and agree the invoices received for payment.
- c) To agree payment of 2nd element of Small Grant Funds of 2025-2026.

23. Correspondence: To receive items of correspondence received since the last meeting.

24. Unresolved Questions:

- a) West Down Postal delivery service – feedback from councillors following questions at the last meeting.

25. Items to be added to the next meeting Agenda.

26. Any Other Business:

Part B: Confidential Matters:

27. Any Matters deemed too confidential for part A:

John Barnett
Clerk to the Council
074696-11839